



Collaborative Task Management Software: Head to Head

Comparison of MangoTasks, HiTask and OmniFocus

Are you looking for a new way to manage tasks within your organization? This document will help you move from the inefficient “old way” to the collaborative “new way” by helping you choose Task Management Software for your organization. The comparison matrix below shows MangoTasks, HiTask, and OmniFocus Task Management Software head-to-head in a feature-by-feature comparison. Also look down to “Table 2” to see the growing list of MangoTasks Exclusive Features.

Table 1: Common Feature Comparison Matrix

Compared Features	MangoTasks	HiTask	OmniFocus
Task Management Features			
Ability to Create Tasks for Self or to Other Team Members	●	●	●
Ability to Reassign Tasks to Other Colleagues	●	●	●
Ability to Schedule a Task by Setting the Start and End Date / Time	●	●	●
Ability to add URL Links in Comments to Tasks	●	●	●
Ability to View all Activity With Regards to a Specific Task	●	●	●
Ability to Create and Continue to Append to the Task Notes / Description	●	●	●
Ability to Sort your Task List based on Task Due Date	●	●	●
Ability to Reopen Completed Tasks	●	●	●
Ability to Move / Copy Tasks into / out of / between Projects	●	●	●
Ability to Configure Filtered Views of Task Lists	●	●	●
Ability to Add Keyword Tags to Tasks for Effective Searching and Filtering	●	●	●
Ability to Search for Tasks	●	●	●
Ability to Create Task Hierarchies within Projects	●	●	●

Ability to Dynamically Nest Tasks within other Application Objects like Projects, Other Tasks, Milestones, and Teams	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Ability to attach previously created documents to complement the task description and notes.	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Ability to Establish Milestones to Categorize a Set of Tasks	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Ability to Make Separate Lists of Active, Queued and Deferred Tasks	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to Estimate the Best Case and Worst Case Effort Needed to complete the task	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Ability to Identify and Search Tasks by their Sequential Task Numbers	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to Watch/Flag Any Public Task or any Private Task that you Created, Requested or are Reviewing	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Ability to Create Public or Private Tasks for Self or Team Members	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to Categorize Tasks by Custom Task Types Defined by Administrators	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Ability to Drag & Drop to Re-Prioritize your Task List	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Ability to Categorize Tasks within a Meaningful Task Lifecycle	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
		<input type="radio"/>	<input checked="" type="radio"/>
Ability to View a Comprehensive Task Report with Completion Percentages	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Ability to View Tasks on a Calendar	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Ability to Enable / Disable Time Tracking on a Task	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Ability to Assign a Color to a Task for Quick Visual Identification	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Ability to Create Recurring Tasks	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Ability to Duplicate Previously Created Tasks	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Ability to Archive Completed Tasks	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Ability to Choose the Task's Priority from a Predefined List of Priority Categorizations	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Ability to Set Task Reminders to Some Interval Before the Scheduled Task Start Time	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Ability to Create Task Contingencies on Other Tasks (Sequential)	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

** By Percentage

Team Task Collaboration

Ability to Include In-Network and Out-of-Network Colleagues in Groups	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Ability for Users Import their User Profile from LinkedIn	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability for Users to Maintain their User Profile	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to Schedule Events Related to Tasks (nest events in tasks)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

Ability to Create Public and Private Groups of Colleagues	<input checked="" type="radio"/>	<input checked="" type="radio"/> <input type="radio"/> ** All Public	<input type="radio"/>
Ability to Create Tasks for a "Task Pool" without Specifying the Responsible Team Member	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

Security, Account & Administrative Controls

Ability to Customize the Domain with Branded Elements such as Logo, Custom Prompts, and Artwork	<input checked="" type="radio"/>	<input checked="" type="radio"/> <input type="radio"/> ** On Top Paid Plan Only	<input type="radio"/>
Ability to Set Date / Time Formatting and Time Zone Locale	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Ability to Export Users and Content on a One-Time Basis	<input checked="" type="radio"/>	<input checked="" type="radio"/> <input type="radio"/> ** Profiles Omitted	<input checked="" type="radio"/>
Ability to Integrate Calendar with iCal	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Ability to Integrate Calendar with Google Calendar	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Ability to View Account Information	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/> ** No Account
Ability to Upgrade / Downgrade Subscription Plans Online	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/> ** No Subscription
Ability to Utilize Full Administrative Control on All Subscription Plan Levels	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/> ** No Subscription
Ability to Fetch Emails from Defined Email Addresses and insert them into Activity Streams	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

System Adoption Aids & Help Docs

Ability to Search Online FAQ Help Documentation	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Ability to Follow a Getting Started Checklist to Complete Common First-Step Items	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Ability to View Instructional Videos on Application Use	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Ability to Browse and Purchase Recommended Task Management Reading Suggestions from Selected Authors	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

Client Platforms & Deployment Options

Ability to Use the Application from a Native Desktop Client for Windows, Mac, and Linux that runs in the Background when not in Focus	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/> <input type="radio"/> ** Mac Only
Ability to Use the Application from a Native Mobile Clients for iPhone, iPad, iPod Touch, Android, and BlackBerry Devices	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/> <input type="radio"/> ** iPhone Only
Ability to Use the Application from any Device or Computer that can access the Web. Certified for MSIE, Firefox, Chrome, and Apple Safari	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

Table 2: MangoTasks Exclusive Features

Compared Features	MangoTasks	HiTask	OmniFocus
Team Task Collaboration			
Ability to Create A Task from a Message in the Activity Stream	●	○	○
Ability to Define Task Requestors and Reviewers to be Notified of Task Activity	●	○	○
Ability to Instantly Message Online Colleagues from the Task Activity Stream	●	○	○
Ability to Allow / Disallow Invitations to Out-of-Network Colleagues to the Domain	●	○	○
Ability to Share Tasks to Colleagues over Email	●	○	○
Ability to Share Tasks to Colleagues via a URL Link to the Task	●	○	○
Ability for Users to Author Blogs that contain extended/longer conversations than would generally fit in an Activity Stream Feed.	●	○	○
Task Communication & Microblogging			
Ability to View Colleagues' Online Presence Everywhere their Name or Profile Picture Appears	●	○	○
Ability to Send an IM via an Integrated IM Client within the Task Management App	●	○	○
Ability to Write an Open Communication Message on a Colleague's Wall	●	○	○
Ability to Write an Open Communication Message on a Team's Wall	●	○	○
Ability to Limit Your Visible Activity Stream Using the "Follow / Unfollow" Paradigm	●	○	○
Ability to Write a Message Feed to all of your Followers in the Main Activity Stream	●	○	○
Ability to Poll Colleagues or Teams with Short Answer Questions and Compare the Results	●	○	○
Security, Account & Administrative Controls			
Ability to Require Increased Password Complexity for User Accounts	●	○	○
Ability to Restrict Access to the Domain to Defined IP Ranges	●	○	○
Ability to Restrict / Allow Access from any combination of clients from access including Desktop, iPhone, Android, and BlackBerry	●	○	○
Ability to Suspend / Reinstate Users	●	○	○
Ability to Scrutinize / Remove Inappropriate User Content	●	○	○
Ability to Control the Default, Domain-Wide Localized Language Settings	●	○	○
Ability for Users to Set Their Own Localized Language Settings	●	○	○
Ability to Customize the Domain Look & Feel at the CSS Level	●	○	○

Ability to Integrate with Existing Microsoft Active Directory or LDAP Authentication	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/> ** No Authentication
Ability to Configure a Banner that is Shown to All Users at Login	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to Define the Organizational Hierarchy of Users in a Graphical Org Chart	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to Bulk Upload Users to the Domain	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to Configure a Repeating Schedule of Exports of Users and Content	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to Configure 1-Click Voice Conference Calling with VoIP Provider	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to Customize the Included Social Applications Graphical Content, Text, and Award Types	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to Monitor your Network Statistics and get detailed activity reports on users, projects, messages/IM and Voice Calls.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/> ** Not Server Based
Ability to Author your Company Usage Policy for this Application	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to Author and Require that Emails Sent from this Application include the Standardized Email Footer (Disclaimer).	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

System Adoption Aids & Help Docs

Ability to Receive Personal, Live Customized Demonstrations from a Staff Member	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
---	----------------------------------	-----------------------	-----------------------

Client Platforms & Deployment Options

Ability to Deploy in a Secure Multi-Tenant Private Hosted Environment	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/> ** Not Server Based
Ability to Deploy in a Secure Single-Tenant Private Hosted Environment	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/> ** Not Server Based
Ability to have Complete Control in your Private On-Premise Hardware Environment.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/> ** Not Server Based
Provided with Free Secure Branded Subdomain URL with All Hosted Plans: https://your_company.mangospring.com	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/> ** Not Server Based
Ability to License the Full Source Code to Extend and Customize the Application to Integrate with your Custom Apps and preserve Corporate Culture	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Symbol Legend



Fully Supported



Partially Supported



Not Supported